



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS
REGULAR MEETING
August 19, 2013
7:00 p.m.

Approved

Attending:

Board of Supervisors

Guy A. Donatelli, Chair
Catherine A. Tomlinson, Vice-Chair
Kevin C. Kerr, Member

Township Administration

Cary B. Vargo, Township Manager
Gwen A. Jonik, Township Secretary
Jill Bukata, Township Treasurer
John DeMarco, Police Chief
Al Gaspari, Codes Administrator
Mike Heckman, Director of Public Works
Dave Leh, P.E., Township Engineer

Mr. Donatelli called the meeting to order at 7:00 p.m., led the salute to the flag, and offered a moment of silence.

Approval of Minutes

Mrs. Tomlinson moved, seconded by Mr. Kerr, to approve as presented the minutes of the July 15, 2013 Board of Supervisors' Meeting. The Motion carried unanimously.

Approval of Payments

Mr. Kerr moved, seconded by Mrs. Tomlinson, to approve the payments to all vendors, with Mr. Donatelli abstaining from the payment to the Solid Waste Authority as it is a client of his Firm. The Motion carried unanimously.

Treasurer's Report

Jill Bukata reported a strong balance sheet and revenues are at 71% of budget. Earned income tax receipts are caught up and all departments' expenses are within budget. Mr. Kerr questioned the stagnation of the Engineering and Legal Fee Receivables. The Finance Department and Mr. Vargo continue to contact the Developers to resolve these outstanding balances.

Supervisor's Report

Mr. Donatelli announced the Public is invited to attend the 10th Anniversary celebration of the Henrietta Hankin Branch Library on September 21, 10:00 – 2:00. Details of the Celebration will be posted on the Township website.

Mr. Donatelli announced that the Board held Executive Sessions July 20 and August 13 regarding real estate matters, and August 19 regarding personnel matters.

The following calendar was published: September 2, 2013 Office Closed ~ Labor Day; September 4, 2013 Yard Waste Collection; September 10, 2013 4:00 p.m. Board of Supervisors Workshop; September 16, 2013 7:00 p.m. Board of Supervisors Meeting; and September 18, 2013 Yard Waste Collection.

Administrative Reports

Township Engineer's Report

Dave Leh reported The Hankin Group is seeking final subdivision approval of the Eagleview Corporate Center Lot 1 Pump Station parcel (Sierra Drive); the permanent removal of a portion

of Township Line Road for the Eagleview Corporate Center Lot 5 – Bentley Systems Campus is underway; one of the Waynebrook detention basins is being converted from construction design to permanent condition – it won't be as deep due to the installation of the underground storage system.

Building and Codes Department Report

Al Gaspari reported 27 building permits were issued during July, totaling \$11,453 in permit fees; 104 Resale Use & Occupancy inspections have been performed this year; Windsor Baptist Church is adding several classrooms to the School; Montesano Bros. Italian Market is preparing to re-open September 9; Columbia Pipeline has permission to bore test holes at 6 locations so far; a natural gas line will be installed at the Township Building to fuel a new generator and the heating system will be changed as well; Marsh Creek Eagles Football and GEYA soccer will soon start.

Police Chief's Report

Chief DeMarco reported 1,166 incidents were handled during July, involving a lot of thefts from vehicles; 15 arrests, mostly DUI; and August 26 is back to school for Downingtown Area School District.

Public Works Department Report

Mike Heckman reported roadway resurfacing is 100% complete, the snow removal contract is out for bid; road striping (long lines) is complete -- intersections will be completed shortly; an LTAP Engineer (PennDOT's **Local Technical Assistance Program**) assisted with the evaluation of the curve on Moore Road near Twin Pines, confirming micro-surfacing would improve traction, and suggested some sign changes.

Land Development

Neal Fisher, P.E., summarized Hankin's request for approval to subdivide a 0.106 acre parcel from Eagleview Corporate Center Lot #1 (72 acres), along Sierra Drive, for a wastewater pump station that will service several surrounding parcels. Hankin requests waivers from restricting further subdivision of Lot #1, from direct access to a public street (Sierra Drive is private) and from 50' road frontage. A condition in the Deed is that the ownership of this .106 parcel will be transferred to the Uwchlan Township Municipal Authority as they service Eagleview Corporate Center. Mr. Kerr questioned the landscaping for the parcel and was assured it is well hidden. The Township Planning Commission reviewed the Plan and supports approval of the subdivision and waivers.

Mr. Kerr moved, seconded by Mrs. Tomlinson to approve the subdivision and waivers as follows.

The Board of Supervisors of Upper Uwchlan Township, at their August 19, 2013 meeting, hereby grants Final Subdivision Approval for a Plan prepared by Chester Valley Engineers, Inc. titled, "Final Subdivision Plan – Eagleview Lot 1 Sewer Pump Station" (3 sheets) dated June 5, 2013. The following conditions accompany the Approval:

1. The Applicant shall comply with all comments listed in Gilmore & Associates' review letter dated July 1, 2013;
2. A waiver is hereby granted from SALDO Section 162-7.A.(1)(e) to allow further subdivision of the subject tract;
3. A waiver is hereby granted from SALDO Section 162-46.B.(1) to permit a lot to be created which does not have direct access to a public, or approved private street and does not have a minimum width of 50' on a public or private street.

The Motion carried unanimously.

Administration

2012 Audit Report. Pam Baker of Barbacane, Thornton and Company summarized the 2012 Audit Report. The Auditors had hoped to expand the scope of the reporting this year, however, we experienced complications while converting our accounting system from Quickbooks to Edmunds Financial Software at the beginning of 2013. Revenues and expenditures were within budget. The 2012 Report will provide a good base for the 2013 Audit. Tasks for next year include writing procedures related to digital banking and computer security.

Mr. Kerr commented that the monthly reports available through the new accounting system are easier to interpret. Mr. Vargo complimented the Finance Department's for their contributions toward accomplishing the accounting system transition.

Liquid Fuels Expenditures. The Board is requested to approve three unbudgeted public works projects: micro-surfacing of a portion of Moore Road to improve traction through the curve near Twin Pines - \$16,000; micro-surfacing the Lyndell Road bridge to seal the concrete surface and prolong the life of the decking - \$1,200; and adding a left turn lane on Park Road at Route 100 - \$1,956.

Mr. Kerr moved, seconded by Mrs. Tomlinson, to approve the expenditures totaling \$19,156.00. The Motion carried unanimously.

Pension Plans. Cary Vargo explained that each year the Township must approve the next year's Pension Plan Funding. For 2014, the minimal municipal obligation (Act 44 figures) for the uniformed employee (Police) pension is \$164,669 and non-uniformed employee pension is \$73,489. The Township also receives a market value figure for each pension plan – uniformed \$201,991 and non-uniformed \$81,315.

Mr. Kerr moved, seconded by Mrs. Tomlinson, to budget for the market value figures. The Motion carried unanimously.

Open Session

Jane Leven, Henrietta Hankin Library Branch Manager announced the 10th Anniversary Celebration is September 21, 2013 10:00 am - 2:00 pm. Activities include juggling act, sealing a time capsule, concert, kids' crafts, etc. This Branch of the Chester County Library System serves 8 Townships. Upper Uwchlan Township residents checked out 87,901 items during 2011; this is the 2nd busiest library in the County (there are 18 branches); over 454,000 items checked out during 2012; The Library also offers eBooks, audio books, DVDs, tutoring, displays local artists' exhibits. Ms. Leven thanked the Board, and Township residents, for supporting the Library.

Resident David Mack questioned the difference style of traffic signs around the Township. Mike Heckman replied some signs existed prior to the nationwide Manual of Uniform Traffic Control Devices (MUTCD) program. Mr. Mack made comment regarding the Township Trail Plan. The Supervisors reiterated the intent to connect neighborhoods, and the Villages, with safe alternate transportation. Ben LaGarde explained macadam trails or roads are easier on joggers' joints than concrete sidewalks.

Adjournment

There being no further business to be brought before the Board, Mr. Donatelli adjourned the meeting at 7:53 p.m.

Respectfully submitted,
Gwen A. Jonik
Township Secretary